

## **RECRUITING ANNOUNCEMENT**

### **Director of Business Development**

Location: Carson City, NV

The Nevada Governor's Office of Economic Development (GOED) seeks an experienced professional to be GOED's Director of Business Development in the Carson City office.

#### **Core Functions & Responsibilities**

- Work with the GOED team to develop and implement plans, programs, and policy for business development, business attraction and business expansion to create jobs and diversify/expand the state economy;
- Interact regularly with Regional Development Authorities with an emphasis on coordinating and assisting rural economic development authorities with recruiting new, and expanding existing primary employers;
- Help manage GOED's Tax Abatement programs including answering formal Requests for Information and Requests for Proposal, site selection assistance, relevant state, local, utility and Regional Development Authority introductions, data analysis, abatement application review, and overall application of laws and regulations of state government;
- Help manage business transactions including development contracts, incentive agreements, and grants;
- Coordinate legislative efforts by working with state, local and federal governments;
- Conduct research, create policy proposals and monitor legislation;
- Provide timely, accurate and complete reports related to business development;
- Present at meetings to community organizations and businesses;
- Foster a results-oriented, accountable environment;
- Appropriately represent GOED and the State in all interactions;
- Reports to Deputy Director in the Carson City office.

#### **Demonstrated Knowledge/Skills/Abilities**

- Demonstrated experience in government affairs, business development, incentive agreements and/or real estate development;
- Excellent interpersonal skills, with an ability to partner with a dynamic leadership team;
- Flexible and able to multitask;

#### **Education and/or Experience**

- College degree in public administration, business, economics or applicable field;
- 5 years of relevant experience.

### **Salary and Benefits**

\$101,017 annually. This position will be full-time, non-classified and exempt.

Salary reflects retirement (PERS) contribution by both the employee and the employer. An employer paid contribution plan is also available at a reduced gross salary.

The State of Nevada has an excellent benefit package that includes a retirement system, paid health, vision, dental, life and disability insurance; 12 paid holidays; and paid sick and annual leave. Other employee paid benefits such as a deferred compensation plan are available.

### **Location**

This position will be based in Carson City, Nevada.

### **Travel Requirements**

Travel within the state and some out of state travel will be required.

### **To Apply**

Please send resume and cover letter to Michelle Sibley at [msibley@goed.nv.gov](mailto:msibley@goed.nv.gov)

Or via mail:  
Nevada Governor's Office of Economic Development  
Attn: Michelle Sibley  
808 W. Nye Lane  
Carson City, NV 89703

### **Application Deadline**

Resumes will be accepted until recruitment needs are satisfied.

*The State of Nevada is committed to Equal Employment Opportunity/Affirmative Action in recruitment of its employees and does not discriminate on the basis of race, color, national origin, religion or belief, age, disability, sex, sexual orientation, gender identity or expression, pregnancy, domestic partnership, genetic information (GINA), or compensation and/or wages.*